

# **DEADLINE EXTENDED**

## **2003 WELLHEAD PROTECTION GRANT APPLICATION**

**Applications must be postmarked no later than June 13, 2003.**

The enclosed information and application describe how community and non-profit non-community public water systems can apply for a grant of up to \$5,000 to plan or implement projects designed to protect their groundwater supply from contamination. Projects such as the development or implementation of a wellhead protection plan, developing public educational materials, or developing useful base maps are eligible for funding. All projects will be evaluated and ranked based on several specific criteria and awards will be made beginning with the highest ranked project and working down the list until all grant funds are exhausted. In general, projects with a demonstrated need, which build on previous source protection work, and which involve other municipal or volunteer partners are more likely to be approved. Please design your project with that in mind. If you have any comments or questions, please call the Joy Adamson of the Drinking Water Program at (207) 287-5681.

### **INSIDE THIS PACKET YOU'LL FIND:**

1. Questions and answers about the grant program.
2. An application form. You can attach additional sheets if necessary.

## **WELLHEAD PROTECTION GRANT PROGRAM - QUESTIONS AND ANSWERS**

### **Which water systems are eligible?**

All community and non-profit non-community public water systems, which utilize a groundwater source, are eligible for grant awards. Examples include water utilities, mobile home parks, apartment buildings, nursing homes, and schools. Call the Drinking Water Program (DWP) if you are unsure if your system is eligible.

### **How much money will be awarded?**

The DWP has set aside a total of \$100,000 for the grant program for year 2003. Individual grants will not exceed \$5,000.

### **What types of projects are eligible?**

To be eligible, a project must be clearly intended to decrease the likelihood of contamination of your water source by existing or future activities. Examples include, but are not limited to:

- ◆ Conducting an inventory of potential contamination sources in the source water protection area.
- ◆ Professional help in establishing policies on how to manage hazardous chemicals on site.
- ◆ Professional help in removing hazardous chemicals from the source water protection area.
- ◆ Professional help in establishing local protective ordinances.
- ◆ Professional help or printing costs for developing public educational materials.
- ◆ Professional help in preparing a Wellhead Protection Management Plan.
- ◆ Security cameras over looking the wellhead.
- ◆ Locks securing the well cover to the casing.
- ◆ Signage identifying the source water protection area.
- ◆ Fencing around the source water protection area.

### **What types of projects are not eligible?**

Grants will not be awarded for projects which involve the maintenance of water systems infrastructure or roads in the source water protection area, installation or maintenance of treatment facilities, or costs normally part of system operation. Also, you may not be reimbursed for the use of the water system's equipment, or the costs of labor done by water system employees, even if the work they do is in support of an eligible source water protection project.

You can use a grant award to purchase capital items associated with source protection. However, the equipment or materials purchased must remain the property of the water system or other public entity.

### **What is the deadline for applications?**

Applications must be postmarked no later than June 13, 2003.

### **How will the DWP determine which proposals will be awarded grants?**

Three reviewers will judge each application. Each reviewer will decide if a project is eligible or not. Eligible projects will be scored and the reviewer will assign 0-3 points in each of the five categories. The points will be totaled and grants will be awarded beginning with the highest scoring project until all funds are awarded. Eligible projects that do not receive awards can be resubmitted in future years.

### **What are the scoring criteria?**

- |              |  |
|--------------|--|
| 0 – 3 points | <b>Demonstrated need for the project.</b> <i>[How will the project help prevent contamination?]</i>  |
| 0 – 3 points | <b>Previous delineation/inventory work completed by the system.</b> <i>[Has the system demonstrated a commitment to source protection by spending time and/or money to evaluate the source water protection area and identify threats within that area?]</i> |

- 0 – 3 points      **Demonstrated relationship with local partners.** *[Source water protection is a community effort. Has the system identified and worked with local groups or officials on source protection efforts in the past or will there be other groups involved with this project?]*
- 0 – 3 points      **Commitment of other funds.** *[Projects that propose to match grant funds with funds from other sources will be ranked higher than those funded entirely by this grant.]*
- 0 or 3 points      **Lack of previous grant awards.** *[Systems which have never received a Source Water Protection Planning Grant, Wellhead Protection Planning Grant, or a Comprehensive System Planning Grant, will receive 3 points in this category. Systems who have received awards in the past from either of these programs will receive no points in this category.]*

**When will the grant recipients be announced?**

Grant applicants will be notified by letter no later than June 27, 2003.

**If I am awarded a grant, what do I need to do to get the money?**

You must complete the project and then apply for reimbursement of costs. To be reimbursed, you MUST submit three items by September 1, 2004:

1. Documentation that the project was completed. This could be a copy of an ordinance or wellhead protection plan, pictures of sites, or copies of educational materials, etc.
2. Invoices for costs to be reimbursed up to the award amount.
3. Copies of at least three written quotes for any materials or services.

**How can I get more information?**

Call Joy Adamson of the Source Water Protection Section at (207) 287-5681. You can also send an e-mail to [joy.adamson@maine.gov](mailto:joy.adamson@maine.gov).

## 2003 WELLHEAD PROTECTION GRANT APPLICATION

Please complete this form and return to the Drinking Water Program no later than June 13, 2003. Please read the application scoring criteria (in the previous section of this packet) and design your project to maximize the likelihood of approval. If you have any questions, please contact Joy Adamson at (207) 287-5681 or e-mail her at [joy.adamson@maine.gov](mailto:joy.adamson@maine.gov).

PWS NAME: \_\_\_\_\_ PWS ID # \_\_\_\_\_

CONTACT: \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

1. **Provide a brief description of your project; include including estimated costs and schedule for implementation.**

2. **Please describe how this project will help protect your source.**  
*[DEMONSTRATED NEED -up to 3 points - Projects with a demonstrated need will receive more points in this category]*

3. **Briefly describe previous source protection work you have completed.**  
*[PREVIOUS WORK - up to 3 points - More points will be awarded to systems who have already invested time and/or money to evaluate the recharge area or watershed and identify threats within that area]*

4. **List local individuals or groups, if any, who will be involved with this project and describe their role.** *[LOCAL INVOLVEMENT - Up to 3 points - Projects which involve the joint efforts of the water system and others will be scored higher]*
  
5. **List other sources of funding, if any, which will help pay for this project.** *[OTHER FUNDS - Up to 3 points - Projects that propose to match grant funds with funds from other sources will be ranked higher than those funded entirely by this grant.]*
  
6. **Have you received a grant from the Drinking Water Program in the past?** *[PREVIOUS GRANT AWARD - 0 points if yes; 3 points if no]*

*Additional information supporting your application is welcome but not required.*

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

RETURN TO THE DRINKING WATER PROGRAM BY JUNE 13, 2003.

**MAIL APPLICATION TO:** DRINKING WATER PROGRAM  
11 STATE HOUSE STATION  
161 CAPITAL STREET  
AUGUSTA, ME 04333-0011  
ATTN: JOY ADAMSON